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**STATE OF DELAWARE**  
**COUNCIL ON REAL ESTATE APPRAISERS**

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PUBLIC MEETING MINUTES:	<b>COUNCIL ON REAL ESTATE APPRAISERS</b>
MEETING DATE AND TIME:	<b>Tuesday, May 16, 2017 at 9:30 a.m.</b>
PLACE:	<b>Division of Professional Regulation 861 Silver Lake Blvd., Conference Room A Cannon Bldg., Dover, Delaware 19904</b>
MINUTES FOR APPROVAL:	<b>June 20, 2017</b>

**MEMBERS PRESENT**

Douglas Nickel, Professional Member, Chair  
Earl Timmons, Professional Member, Vice-Chair  
Lynn Baker, Professional Member  
Christopher Schneider, Professional Member  
Denise Stokes, Public Member  
Patricia Ennis, Public Member  
Kevin Gillis, Banking Member

**MEMBERS ABSENT**

Georgianna Trietley, Professional Member  
Mark Rainford, Public Member

**DIVISION STAFF/DEPUTY ATTORNEY GENERAL PRESENT**

Jennifer Witte, Administrative Specialist II  
Kevin Maloney, Deputy Attorney General

**OTHERS PRESENT**

Beverly Wilson

**CALL TO ORDER**

Mr. Nickel called the meeting to order at 9:33 a.m.

**REVIEW OF MINUTES**

A motion was made by Mr. Baker, seconded by Ms. Stokes, to approve the minutes from the April 18, 2017 meeting as amended. The motion was unanimously carried.

## **UNFINISHED BUSINESS**

### **Compliance to Final Order**

#### **Andrew Paffenroth, #X2-0000604**

After review, a motion was made by Mr. Timmons, seconded by Mr. Schneider, to accept the continuing education courses submitted and find Mr. Paffenroth compliant with the Council's final order. The motion was unanimously carried.

#### **Jamie Trainor, #X2-0000374**

After review, a motion was made by Mr. Baker, seconded by Mr. Timmons, to deny the continuing education certificates submitted as they are not approved by the Delaware Council and suspend the license of Ms. Trainor for not complying with the final order. The motion was unanimously carried.

#### **Kelly Hoffert, #X1-0000575**

A motion was made by Mr. Nickel, seconded by Ms. Stokes, to remove Ms. Hoffert from the agenda as she was placed on in error. The motion was unanimously carried.

#### **Kelly Franklin, #X2-0000401**

After review, a motion was made by Mr. Timmons, seconded by Ms. Ennis, to accept all of the continuing education courses submitted as make-up except the 3 hour State Mandated course in Pennsylvania which is only approved for Pennsylvania and to give a 30 day extension from the date of notice to Ms. Franklin to complete 3 hours taken in a traditional classroom setting. The motion was unanimously carried.

## **NEW BUSINESS**

### **Review of Continuing Education Activities**

After review, a motion was made by Mr. Baker, seconded by Ms. Stokes, to approve the continuing education activities as follows:

#### **ASFMRA**

Report Writing", 8 hours CE (classroom)

Market Area and Industry Analysis, 8 hours CE (classroom)

Drones in Agriculture: Roles and Goals, 4 hours CE (classroom)

Uniform Appraisal Standards for Federal Land Acquisitions, 21 hours CE (classroom)

#### **Delaware Association of Appraisers, Inc.**

Understanding Market Trends & Their Impact on Value, 3 hours CE (classroom)

#### **Southern NJ Chapter of the Appraisal Institute**

2-4 Unit Small Residential Income Property, 4 hours CE (classroom)

Tightening the Appraisal, 3 hours CE (classroom)

The Tough One: Mixed -Use Properties-Income Capitalization Approach, 3 hours CE (classroom)

Another View of the Tough One: Mixed-Use Properties-Sales Comparison Approach, 4 hours CE (classroom)

The Convergence of Public Policy and Real Estate Valuation, 2 hours CE (classroom)

#### Delaware Chapter of the Appraisal Institute

Hospitality and Senior Health Care Valuation, 4 hours CE (classroom)

#### Appraisal Institute

Contract or Effective Rent: Finding the Real Rent (Synchronous), 4 hours CE (online)

Analyzing Tenant Credit Risk & Commercial Lease Analysis (Synchronous), 7 hours CE (online)

Complex Litigation Appraisal Case Studies (Synchronous), 7 hours CE (online)

Review Theory Residential (Synchronous), 17/15 hours CE (online)

Advanced Residential Applications & Case Studies Pt. 1 (Synchronous), 15/14 hours CE (online)

Advanced Residential Report Writing Pt. 2 (Synchronous), 30/28 QE (online)

Advanced Land Valuation: Sound Solutions to Perplexing Problems, 7 hours CE (classroom)

The motion was unanimously carried.

#### Ratify Certified General Real Property Appraiser Applications by Reciprocity

A motion was made by Mr. Timmons, seconded by Mr. Nickel, to approve the ratification of the certified general real property appraiser applications of Stephen Cook, Christopher Miner, Matthew VanEck and Brett Reynolds. The motion was unanimously carried.

#### Ratify Temporary Practice Permit Applications

A motion was made by Mr. Baker, seconded by Ms. Stokes, to approve the ratification of temporary practice permits of Darryl Moeller, Dennis Hurta, Kevin Thene, Todd Cave, Kevin Bruckner, David Hopkins, Troy Fatout, Matthew Ansay, Ronald Oxtal and Michael Herzog. The motion was unanimously carried.

#### Review Temporary Practice Permit Applications

After review, a motion was made by Mr. Timmons, seconded by Ms. Ennis, to approve the temporary practice permit of James Turlington. The motion was unanimously carried.

#### Review Certified Residential Real Property Appraiser Applications by Reciprocity

A motion was made by Mr. Nickel, seconded by Mr. Baker, to approve the ratification of certified residential real property appraiser application of Judy Bruton. The motion was unanimously carried.

#### Ratify Real Estate Appraiser Trainee Applications

A motion was made by Mr. Timmons, seconded by Ms. Stokes, to approve the ratified real estate appraiser trainee application of Casimir Gorecki III. The motion was unanimously carried.

### **CORRESPONDENCE**

Ms. Witte received an email from a licensee asking for clarification on whether or not an online continuing education course which occurs in real time and both the attendance and participation are monitored can be used to fulfill Delaware's 14 hours completed in a traditional classroom setting requirement. After a brief discussion, the Council pointed out rule 2.5.11 which states that the 14 hours live must be completed in a "traditional" classroom setting which is not online. It was suggested that the course be submitted for Council approval.

### **OTHER BUSINESS BEFORE THE COUNCIL**

Ms. Witte verified, with the upcoming license renewal in October, the percentage of licensees that the Council will request to be audited on the continuing education requirement for the 2015 – 2017 license renewal period. Per 2.5 of the rules and regulations, 25% of the licensees will be audited. After a brief discussion on the percentage, Mr. Maloney stated that he would verify if that was a requirement of the AQB.

Mr. Timmons stated that recently he completed a 3 hour course on Delaware Law, Rules and Regulations. He feels that given the content, Council should consider reducing the requirement for Delaware licensees from 3 hours to two hours which would also be consistent with several surrounding states. Mr. Nickel stated that was a topic that Council could revisit at a future meeting.

Ms. Witte asked for clarification on the 12 month timeframe for temporary practice permits that are in the proposed amendments for the public hearing on June 20, 2017. After a brief discussion, Mr. Maloney stated that the 12 month period would begin licensure.

### **PUBLIC COMMENT**

There was no public comment.

### **NEXT MEETING**

The next meeting will be June 20, 2017 at 9:30 a.m. in Conference Room A.

### **ADJOURNMENT**

There being no further business, a motion was made by Mr. Nickel, seconded by Mr. Timmons, to adjourn the meeting at 10:58 a.m. The motion unanimously carried.

Respectfully submitted,

*Jennifer L. Witte*

Administrative Specialist II